

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814
916/445-0180



June 11, 1980

ALL-COUNTY INFORMATION NOTICE I-59-80

TO: ALL COUNTY WELFARE DIRECTORS
ALL FAMILY SUPPORT DIVISION CHIEFS

SUBJECT: CLARIFICATION OF THE ADP EQUIPMENT DEFINITION

REFERENCE:

This is to clarify the scope of the definition of EDP equipment herein referred to as ADP equipment and to request that County Welfare and Child Support offices notify DSS of all ADP acquisitions made since 1979 without specific written approval from DSS.

With the introduction of Word Processing equipment there has been a common misunderstanding that such equipment was not included in the category of ADP equipment or subject to the federal and/or state requirements of prior approval for acquisition. The federal regulations on Automatic Data Processing Equipment and Services - Conditions for Federal Financial Participation, 45 CFR Subpart F, Section 95.605, defines ADP equipment as:

- a. Electronic digital computers regardless of size, capacity, or price that accept data input, store data, perform calculations, and other processing steps and prepare information output;
- b. All peripheral or auxiliary equipment used in support of electronic computers whether selected and acquired with the computer or separately;
- c. Data transmission or communications equipment that is selected and acquired solely or primarily for use with a configuration of ADP equipment which includes an electronic computer and;
- d. Data input equipment that is used to enter data directly or indirectly into an electronic digital computer, peripheral or auxiliary equipment, or data transmission or communications equipment.

Most current Word Processing systems will fall under one or more of the above definitions and usually will include some significant data processing

capabilities, either as a part of the system itself or by virtue of its connection to a computer. These systems are considered as being ADP equipment and are subject to federal and/or state approval prior to actual acquisition.

Word Processing equipment not considered as ADP equipment is that which is limited to storing and manipulating textual information and reproducing such text upon manual initiation. Also, programmable calculators, although capable of performing complex calculations, are not ADP equipment in that they do not include the capabilities for data processing functions such as classifying, sorting or file processing. All such limited equipment not connected to a computer is considered as office equipment.

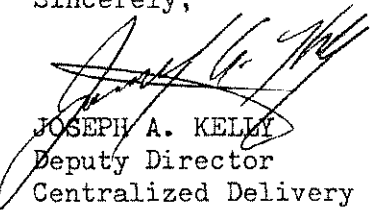
Federal regulations and this Department require that all acquired ADP equipment in support of Welfare or Child Support program operations and administration must have written prior approval from the County EDP Branch of the State Department of Social Services.

Consequently, counties currently utilizing "word processing" equipment or "mini computers" in their Welfare or Child Support operations and administration are requested to so notify the County EDP Branch by July 15, 1980 unless they already have such written approval on file.

From this information, the County EDP Branch will contact the county to determine what further information may be necessary to support state and federal financial participation.

If you have any questions or concerns regarding this notice, please feel free to call the County EDP Branch at (916) 445-0180.

Sincerely,



JOSEPH A. KELLY
Deputy Director
Centralized Delivery
System

cc: CWDA